



STATE OF IOWA

TERRY E. BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR
DUBUQUE OFFICE

January 31, 2013

DEPARTMENT OF HUMAN SERVICES
CHARLES M. PALMER, DIRECTOR
GARY LIPPE, EASTERN AREA MANAGER

Rhonda Kramer
Marlee Simon
404 7th Avenue NE
Farley, IA 52046

Dear Ms. Kramer,

I completed a Checklist for Child Development Home Registration on 1/29/13. You have 100% completed checklist. Keep up the good work!

If you have any questions, please feel free to contact CCRR or me. Please contact CCRR for any missing forms or if you need help getting the required items. Please read the rest.

Sincerely,

Glenda Currier

Glenda Currier, IADC, SW II, Childcare Specialist, gcurrie@dhs.state.ia.us

563/557-8251 or 690-5422 ext 422 800/650-6361 for long distance only Fax: 563/557-9177

CC: File

CCRR: Dubuque County 557-1628, Cherie cherie.kennedy@episervice.org or Kacey kacey.wiest@episervice.org

DHS web site: www.dhs.state.ia.us

FYI: In fiscal year 7/1/2012 to 7/1/2013, DHS is required to do a checklist for 60% of the registered childcare providers. In fiscal year 7/1/13 will be 100% of the homes will have checklists completed every year. DHS is now doing all checklist visits yearly and unannounced.

CCRR has a new consultation tool which they will be using when they visit you. This tool will help prepare you for my checklist visit. I am encouraging all providers to contact CCRR for a visit prior to your renewal date every year. CCRR has other tools to help too, like the Family Child Care Environmental Rating Scale (FCCERS), and info on Positive Guidance and Discipline to name a few.

441 IAC 110.5(1) Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • **Zoning code** • **Building code** • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).